

A REQUEST FOR PROPOSAL FOR PERSONAL SERVICES CONTRACT

Department of Highways Professional Services Procurement Bulletin 2014-08 Statewide Environmental Studies

This document constitutes a Request for Proposals for Personal Service Contract from qualified individuals and organizations to furnish those services as described herein for the Commonwealth of Kentucky, Department of Highways.

I. PROJECT DESCRIPTION

Environmental studies, document preparation, and laboratory services on a statewide basis.

II. PROJECT INFORMATION

Project Manager – David Waldner, P.E.
User Division – Environmental Analysis (DEA)
Approximate Fee – \$800,000 per contract (Cost Plus a Fixed Fee)
Projects to be assigned by Letters of Agreement
Letters of Agreement not to exceed \$100,000
Four (4) Consultants to be selected
Two (2) year contract term
Project Funding – State and Federal Funds

III. PURPOSE AND NEED

To obtain services for the full range of environmental activities, when needed, on a statewide basis for both six-year highway plan and non-six year plan and/or non-highway projects.

IV. DBE REQUIREMENT

Consultant team should include a DBE Participation Plan with their response to announcement. An additional page will be allowed with the Project Approach (page 7) in the response to announcement to convey this plan. A maximum of 4 points will be considered in the Evaluation Factors for the DBE Participation Plan.

V. SCOPE OF WORK

ENVIRONMENTAL STUDIES

1. Environmental studies required to obtain location approval including Air Quality Analysis, Highway Noise Analysis, Socioeconomic Impact Analysis, Aquatic Ecosystem Analysis, Terrestrial Ecosystem Analysis, Wetland Delineation, Wetland Design/Restoration and Monitoring, Stream Classification, Stream Restoration/Mitigation and Monitoring, Section

401/404 permitting, Underground Storage Tank and Hazardous Material Investigations, and Historic/Archaeological Resource Investigations.

2. Mitigation and Remediation as required in any of the aforementioned studies.

DOCUMENT PREPARATION

1. Technical reports necessary to adequately address specific areas of impact in each of the aforementioned areas.
2. Environmental documentation (EA/FONSI, EIS, CE) necessary for project location approval.
3. Design drawings and data necessary for 401/404 permit/WQC applications.

LABORATORY SERVICES

1. Interested consultants will not be required to comply with the requirement of utilizing a laboratory prequalified with the KYTC and for UST/Hazmat Services. Criteria for identification of acceptable testing facilities will be discussed with the selected consultant(s) who will provide KYTC with a proposed list of laboratories for approval.

VI. SPECIAL INSTRUCTIONS

Four (4) firms will be selected to provide these services. The contract period is each firm receiving a two (2) year contract. Contracts will have an upset limit of \$800,000. Once the upset limit is reached, or the two (2) year term has expired, services will be re-advertised and no additional work assignments will be made under the contract. Contracts will not be modified to increase upset limit or extended for time to assign new work. No Letters of Agreement shall exceed \$100,000.

The Selection Committee will randomly draw from the pool and list in consecutive order to determine the initial order for which a project will be offered. Projects will be offered to firms on a rotating basis. A firm will not be offered an additional project until the remaining firms on the list have been offered a project. If a firm declines to accept a project or does not respond to an invitation to perform services for a project within seven (7) days, documentation shall be placed in the project files and the next firm on the rotating list shall be offered the project.

Instructions for Response to Announcement can be found at:

<http://transportation.ky.gov/Professional-Services/Pages/Respond-to-an-Announcement.aspx>

VII. PREQUALIFICATION REQUIREMENTS

To respond to this project, the proposed consultant project team must be prequalified in the following areas prior to the date of this advertisement.

ROADWAY DESIGN

- Surveying

ARCHAEOLOGY

- Prehistoric

- Historic
- Air Quality Analysis
- Cultural Historic Analysis
- EIS Writing and Coordination
- Socioeconomic Analysis
- Stream Mitigation

AQUATIC TERRESTRIAL ECOSYSTEMS

- Fisheries
- Macro-invertebrates
- Water Quality
- Botany
- Zoology
- Wetlands

ENVIRONMENTAL & UST/HAZMAT

- Hazmat Preliminary Site Assessment (Phase I)
- Hazmat Site Recon/Sampling (Phase II)
- Hazmat Remediation Services
- UST Preliminary Site Assessment
- UST Leak Detection/Monitoring
- UST Tank Removal/Disposal
- UST Site Remediation Services

VIII. PROCUREMENT SCHEDULE

Dates other than Response Date are tentative and provided for information only.

RESPONSE DATE • Wednesday, March 5th, 2014 4:30 p.m. E.S.T. (Frankfort time)

FIRST SELECTION COMMITTEE • March 11, 2014

FINAL SELECTION COMMITTEE • March 26, 2014

CONTRACT SCOPING CONFERENCE • April 2, 2014

NOTICE TO PROCEED • June 1, 2014

IX. PROJECT SCHEDULE

Individual project schedules will be by letter agreement on a project by project basis.

COMPLETION OF ALL SERVICES – June 30, 2016

X. EVALUATION FACTORS

1. Relative experience of consultant personnel assigned to project team with highway projects for KTC and/or for federal, local or other state governmental agencies. (15 Points)

2. Capacity to comply with project schedule. (15 Points)
3. Past record of performance on projects similar in type and complexity. (15 Points)
4. Project approach and proposed procedures to accomplish the services for the project. (15 Points)
5. DBE Participation Plan. (4 points)
6. Consultant's offices where work is to be performed. (2 points)

For state-funded projects, if a Selection Committee vote results in a tie between two (2) firms, one (1) of which will perform more of the work tasks in Kentucky than the other, then the former firm shall be ranked one (1) place ahead of the latter.

XI. SELECTION COMMITTEE MEMBERS

1. Derek Adams, User Division
2. Tim Foreman, User Division
3. Diana Radcliffe, PE, Secretary's Pool
4. Brad Eldridge, PE, Secretary's Pool
5. David Eaton, Governor's Pool